

Regular Meeting  
Thursday, July 24, 2025 6:00 PM

ALVIN COMMUNITY COLLEGE  
3110 Mustang Road  
Alvin, TX 77511

## **Agenda**

1. **Call to Order**
2. **Certification of Posting of Notice**

**CERTIFICATION OF POSTING OF NOTICE TO THE  
REGULAR MEETING OF THE  
ALVIN COMMUNITY COLLEGE DISTRICT  
BOARD OF REGENTS  
JULY 24, 2025**

It is hereby certified that a notice of this meeting was posted on the 17<sup>th</sup> day of July 2025, in a place convenient to the public on the Alvin Community College campus as required by Section 551.002, *Texas Government Code*.

Signed this 17<sup>th</sup> day of July 2025.

  
\_\_\_\_\_  
Dr. Robert Exley

President

3. **Board Recognitions**
4. **Executive Session**
5. **Call to Order**
6. **Pledge**
7. **Invocation**
8. **Citizen Inquiries**
9. **Board Chairman Report/Comments**
10. **Committee Reports**
  - 10.A. Facilities
  - 10.B. Budget and Finance
11. **Information Items**
  - 11.A. Personnel Action (Replacement): Campus Police Officer



**Your College** *Right Now*

Robert J. Exley, PhD  
*President*

**MEMORANDUM NO: 092-2025**

**TO:** Board of Regents  
**FROM:** Robert J. Exley, PhD *RJE*  
**DATE:** July 10, 2025  
**SUBJECT:** Personnel Action – Replacement, Campus Police Officer

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The individual listed below has been recommended to fill the full-time Campus Police Officer replacing Amanda Blake.

Funding Source: 11-7-10400-61305

**Candidate**  
**Recommended:** Chad Leveritt

**Education:** Stephen F. Austin University  
Bachelor of Business Administration,  
Marketing and Management

**Experience:** Brazosport College Police Department  
Chief of Police and Director, Campus Safety May 2019 – March 2025  
Interim Chief of Police and Director, March 2019 – May 2019  
Campus Safety  
Police Lieutenant January 2017 – March 2019  
  
University of Houston  
Lieutenant and Training Coordinator May 2014 – December 2016  
Corporal and Training Officer September 2012 – May 2014  
Officer and Field Training Officer February 2011 – September 2012  
  
Harris County  
Precinct 8: Deputy Constable August 2009 – January 2010  
  
City of Dickinson  
Assistant Fire Marshal June 2007 – July 2009  
Investigator February 2004 – June 2007  
  
Harris County  
Precinct 5: Deputy Constable April 1999 – February 2004

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**Salary:** \$27.20 / hour  
Grade P1, 2024 – 2025 Campus Police Salary Schedule

RJE:fmj

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Police Officer – Full or Part-Time</b>	
	<b>FT PID: 205</b>	<b>FT Aux: 392</b>
	<b>PT 19 hr: 722</b>	<b>PT 36 hr: 207</b>
<b>Department:</b>	Campus Police	<b>FLSA Status:</b> Non-Exempt
<b>Reports To:</b>	Campus Police Sergeant	<b>Job Category:</b> TSCM
<b>Grade Level:</b>	FT PD1 PT 19 hr F Step 1 PT 36 hr F Step 3	
HR approved:	Jessica Eddy (template updated 01.2025)	Date: 1/30/2023
Last updated by:	Campus Police Chief / RP	Date: 1/30/2023

### SUMMARY

The Police Officer will perform all duties required for all police officers of any other jurisdiction, including enforcing all state and federal laws, as well as Alvin Community College (ACC/College) rules and regulations. Incumbent is responsible for community policing, patrol, law enforcement, investigations, parking enforcement, building security, motorist assistance, special events coverage, and communications. Maintains an active patrol presence on ACC's campus and maintain a safe environment for the faculty, staff, students, and community members.

### ESSENTIAL DUTIES AND RESPONSIBILITIES include the following.

- Enforcing all State and Federal laws, including College rules and regulations.
- Responsible for an active patrol presence on the College campus to maintain a safe environment for the faculty, staff, students, and community members.
- Conduct criminal investigations, motor assists, key assists, building checks and other duties as assigned.
- All other related duties as assigned by the Chief of Police

### QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the essential duties and responsibilities listed above. The qualifications listed below are representative of the education, experience, knowledge, skills, and/or abilities required.

### REQUIRED QUALIFICATIONS

- High School diploma or equivalent
- Minimum age 21
- Must possess a Texas Commission of Law Enforcement Peace Officer license and be current with Texas Commission on Law Enforcement mandated training/hours

### PREFERRED QUALIFICATIONS

- Law Enforcement experience
- Bilingual English/Spanish

### ADDITIONAL REQUIREMENTS

- Honorable discharge from the Military (If applicable).
- Honorable discharge from last Law Enforcement Agency of employment (If applicable).
- No disciplinary action resulting in suspension within the past 24 months.
- No disciplinary action resulting in written reprimand within the past 12 months

- Applicants who pass the above listed requirements will be contacted by the Alvin Community College Police Department regarding the physical agility test.
- Those applicants will be required to pass the physical agility test as a requirement to move forward in the hiring process. The physicality agility test is described as follows:

### **PHYSICAL AGILITY TEST**

- As a condition of employment for all sworn personnel, police officer applicants are required to pass a physical agility test based upon standards which have been determined to identify the general physical agility of police personnel. Failure to achieve the required level of performance in the physical agility test will constitute failure of the physical agility test. Total length of the physical agility course is approximately 350 yards. The physical agility test consists of three parts:

### **EVENT AND REQUIRED LEVEL OF PERFORMANCE**

- Warm Ups 10 minutes
- Stair climb, Hallway run, and Body Drag Maximum of 2 minutes and 45 seconds
- Cool Down 15 minutes

### **INSTRUCTIONS TO APPLICANTS**

- Prior to the day of testing, applicants should insure that they maintain a regular physical agility routine including strength training and cardiovascular exercise, are well rested, well hydrated; having refrained from alcohol consumption which severely dehydrates the body, and have been eating a nutritious and well-balanced diet. Water will be provided during the testing and you may bring sports drinks if you desire. Additionally, applicants should wear clothing and footwear appropriate for strenuous physical exercise. Inappropriate attire and/or attire deemed to be offensive will not be permitted.
- Applicants are expected to arrive early for check-in, 15 minutes prior to the designated test time. Failure to arrive prior to the designated test time will result in the applicant's disqualification from the testing process.
- Applicants must bring their signed Police Applicant Physical Agility Waiver of Liability (attached to this document) and driver's license for check-in purposes.
- Applicants will be taking a physical agility test, so they need to make sure they do not wear clothing that is restrictive for movement. It may be helpful to check related weather reports for temperature conditions expected for the day of testing. Suggested attire may include: gym shoes, t-shirts, shorts, sweat shirts, sweat pants, etc...
- Applicants will be given an orientation and walk through of the physical agility test. No applicant will be allowed to take the test unless he/she fully understands what is expected. Applicants will be expected to follow all instructions given by Alvin Community College Police Department personnel prior to, during, and at the conclusion of testing. Alvin Community College Police Department Personnel will be available to answer questions prior to the administration of the test.
- The Physical Agility Test has a minimum standard and is the same for each applicant regardless of age, race, or gender. The physical assessment test attempts to measure whether or not the applicant is fit for duty for a position as a police officer. Failure to achieve the required level of performance will constitute failure of the physical agility test. The police officer applicant physical agility test will be administered as follows:
- **Event I – Warm-Up – 10 Minutes**
- The applicant is permitted to choose whatever warm up method is best suited to prepare him/her for strenuous physical activity. The warmup is where you will do one to several

exercises in short duration to get muscles, joints, ligaments, and tendons armed up prior to stretching them. Then warm up these areas by stretching different areas of the body. This is important as it is a gradual way of getting the body ready for more strenuous exercise and to reduce risk of injury. This will also help to improve flexibility, which should be a component to any workout. Active participation in this event is optional. Applicants who elect not to warm up prior to participating in the remaining event will not receive a failing assessment for Event I.

- **Event II – Stair climb, Hallway run, and Body Drag – 2 minutes and 45 seconds**
- Each applicant will run the stair climb, hallway run, and body drag as one continuous event.
- This event will start with the applicant seated in a patrol vehicle with the door closed and end when the applicant drags the dummy's head across the finish line.

#### Stair climb, hallway run, and Body Drag

- 1. Patrol Car: The candidate will sit in the driver's seat of a patrol car with the doors closed and await further instructions. Timing begins when the candidate opens the car door.
- 2. Stair Climb: The candidate will exit the patrol vehicle and enter the S building through the open North East doors and proceed to east stair case. The applicant will run up the stairs. The applicant will be required to place at least one foot on each step, going up and coming down. Use of the hand rails are permitted. Failure to touch each step result in a failure. Exercise caution when going up and down the steps as to not trip or fall.
- 3. Hallway Run: The applicant will run the length of the second floor of the S building in a figure 8 pattern, following the instructions of the staff.
- 4. Stair Descend: The applicant will run down the west stair well of the S building. The applicant will be required to place at least one foot on each step, going up and coming down. Use of the handrails are permitted. Failure to touch each step result in a failure. Exercise caution when going up and down the steps as to not trip or fall.
- 5. Body Drag: This portion of the test simulates the activity necessary to remove an unconscious person to a place of safety. Upon exiting the east doors of the S building the applicant will drag a dummy (approximately 170 pounds) in a Med-Sled® 30 feet. The time stops when the dummy's head crosses the finish line.
- **Event III Cool Down 15 minutes**
- Cool down/recover for 15 minutes - Applicants must complete the cool down/recover.
- Applicants who do not complete the cool down/recover will be considered to have failed the physical Agility assessment testing.
- Should an applicant fail the physical agility test the applicant will have three (3) attempts with a fifteen (15) minute rest period between attempts

### BACKGROUND INVESTIGATION

- As a condition of employment candidates must pass a background investigation that includes the following:
- Personal and family history
- Credit history, including current creditors.
- Education, including all schools attended and degrees or certificates obtained.
- All residences for the past ten years.
- Comprehensive employment history.
- A fingerprint-based criminal history search, including all arrests, locations, dates, and dispositions.

- Traffic summonses and accidents.
- An inquiry of family, friends, and associates as to character and reputation.
- Pass an oral interview.
- Pass a physical examination, psychological screening, and a drug test.
- Any other standards set by law or by policy of the Texas Commission on Law Enforcement.
- Must qualify with duty firearms with Alvin Community College Police Department firearms instructor prior to first day in Field Training.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Have a working knowledge of computers.
- Must have a current valid Texas driver's license with no more than three (3) moving violations in the last three (3) years.
- Must be able to work a rotating schedule and weekends in an educational environment.
- Extensive knowledge and understanding of criminal law, traffic and civil law, as it relates to a police officer.
- Good communication skills and ability to resolve situations between subjects.
- Must be able to work with other agencies in a professional manner.
- Must be ready, at any time, to act should an emergency arise.

### **WORK ENVIRONMENT**

Must be able to maintain emotional control under stress. Strenuous walking, standing, and climbing; ability to operate a motor vehicle; specific hearing and visual requirements, ability to control sudden violent or extreme physical acts of others and exhibit rapid mental and muscular coordination simultaneously. May be subject to adverse and hazardous working conditions, including violent and armed confrontations. Work outdoors in varying climate conditions; drive in different areas of district at odd hours; on call up to twenty-four (24) hours a day.

### **PHYSICAL DEMANDS**

Frequently required to stand, walk, sit, and talk or hear. The employee is occasionally required to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must frequently lift and/or move up to fifty (50) pounds and occasionally lift one-hundred (100) pounds or more. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.



***Alvin Community College is an equal opportunity institution and does not discriminate against anyone on the basis of race, religion, color, sex, pregnancy, gender equity, sexual orientation, parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service or veteran's status.***

***This is a security sensitive position and requires a criminal history and/or motor vehicle records check.***

***This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.***

***This job description may be revised upon development of other duties and changes in responsibilities.***

X  
EMPLOYEE PRINTED NAME

X  
SUPERVISORS PRINTED NAME

X  
EMPLOYEE SIGNATURE AND  
DATE

X  
SUPERVISOR SIGNATURE AND DATE

<b>Sign and return to HR for placement into employee personnel file.</b>
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11.B. Personnel Action (New): Campus Police Officer

**MEMORANDUM NO: 093-2025**

**TO:** Board of Regents

**FROM:** Robert J. Exley, PhD *RJE*

**DATE:** July 10, 2025

**SUBJECT:** Personnel Action – New Position, Campus Police Officer

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The individual listed below has been recommended to fill the full-time Campus Police Officer new position for ACC West.

Funding Source: 11-7-10400-61305

**Candidate**

**Recommended:** **Rebekah Bullman**

**Education:** **Brazosport College**  
Associate of Science  
Police Academy

**League City Medical Assisting School**  
Medical Assisting

**Experience:** **Webster Police Department**  
Patrol Officer

March 2024 – Present

**Brazoria County Sherriff's Office**  
Dispatch

October 2021 – November 2021

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**Salary:** \$22.15 / hour  
Grade P1, 2024 – 2025 Campus Police Salary Schedule

RJE:fmj

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Police Officer – Full or Part-Time</b>	
	<b>FT PID: 205</b>	<b>FT Aux: 392</b>
	<b>PT 19 hr: 722</b>	<b>PT 36 hr: 207</b>
<b>Department:</b>	Campus Police	<b>FLSA Status:</b> Non-Exempt
<b>Reports To:</b>	Campus Police Sergeant	<b>Job Category:</b> TSCM
<b>Grade Level:</b>	FT PD1 PT 19 hr F Step 1 PT 36 hr F Step 3	
HR approved:	Jessica Eddy (template updated 01.2025)	Date: 1/30/2023
Last updated by:	Campus Police Chief / RP	Date: 1/30/2023

### SUMMARY

The Police Officer will perform all duties required for all police officers of any other jurisdiction, including enforcing all state and federal laws, as well as Alvin Community College (ACC/College) rules and regulations. Incumbent is responsible for community policing, patrol, law enforcement, investigations, parking enforcement, building security, motorist assistance, special events coverage, and communications. Maintains an active patrol presence on ACC's campus and maintain a safe environment for the faculty, staff, students, and community members.

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- Conduct criminal investigations, motor assists, key assists, building checks and other duties as assigned.
- All other related duties as assigned by the Chief of Police

### QUALIFICATIONS

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- Minimum age 21
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### PREFERRED QUALIFICATIONS

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### ADDITIONAL REQUIREMENTS

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- Comprehensive employment history.
- A fingerprint-based criminal history search, including all arrests, locations, dates, and dispositions.

- Traffic summonses and accidents.
- An inquiry of family, friends, and associates as to character and reputation.
- Pass an oral interview.
- Pass a physical examination, psychological screening, and a drug test.
- Any other standards set by law or by policy of the Texas Commission on Law Enforcement.
- Must qualify with duty firearms with Alvin Community College Police Department firearms instructor prior to first day in Field Training.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Have a working knowledge of computers.
- Must have a current valid Texas driver's license with no more than three (3) moving violations in the last three (3) years.
- Must be able to work a rotating schedule and weekends in an educational environment.
- Extensive knowledge and understanding of criminal law, traffic and civil law, as it relates to a police officer.
- Good communication skills and ability to resolve situations between subjects.
- Must be able to work with other agencies in a professional manner.
- Must be ready, at any time, to act should an emergency arise.

### **WORK ENVIRONMENT**

Must be able to maintain emotional control under stress. Strenuous walking, standing, and climbing; ability to operate a motor vehicle; specific hearing and visual requirements, ability to control sudden violent or extreme physical acts of others and exhibit rapid mental and muscular coordination simultaneously. May be subject to adverse and hazardous working conditions, including violent and armed confrontations. Work outdoors in varying climate conditions; drive in different areas of district at odd hours; on call up to twenty-four (24) hours a day.

### **PHYSICAL DEMANDS**

Frequently required to stand, walk, sit, and talk or hear. The employee is occasionally required to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must frequently lift and/or move up to fifty (50) pounds and occasionally lift one-hundred (100) pounds or more. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

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***This is a security sensitive position and requires a criminal history and/or motor vehicle records check.***

***This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.***

***This job description may be revised upon development of other duties and changes in responsibilities.***

X  
EMPLOYEE PRINTED NAME

X  
SUPERVISORS PRINTED NAME

X  
EMPLOYEE SIGNATURE AND  
DATE

X  
SUPERVISOR SIGNATURE AND DATE

<b>Sign and return to HR for placement into employee personnel file.</b>
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11.C. Personnel Action (Replacement): Telecommunicator



**Your College**  **Right Now**

Robert J. Exley, PhD  
*President*

**MEMORANDUM NO: 094-2025**

**TO:** Board of Regents  
**FROM:** Robert J. Exley, PhD *RJE*  
**DATE:** July 10, 2025  
**SUBJECT:** Personnel Action – Replacement, Telecommunicator

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The individual listed below has been recommended to fill the full-time Telecommunicator position replacing Hannah Gamache.

Funding Source: 11-7-10400-61305

**Candidate**  
**Recommended:** Katrina Hinshaw

**Education:** Paoli High School  
General Education Degree

<b>Experience:</b>	<u>Communities in Schools Premier Academy</u> Activities Coordinator	February 2025 - Present
	<u>Sac &amp; Fox Nation Juvenile Detention Center</u> Food Service Coordinator Cook	July 2013 – March 2023 May 2011 – November 2012

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**Salary:** \$17.32 / hour  
Grade 109, 2024 – 2025 Campus Police Salary Schedule

RJE:fmj

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Telecommunicator (PID: 641)</b>		
<b>Department:</b>	Campus Police	<b>FLSA Status:</b>	Non-Exempt
<b>Reports To:</b>	Sergeant, Campus Police	<b>Job Category:</b>	TSCM
<b>Grade Level:</b>	109		
<b>HR approved:</b>	Jessica Eddy	<b>Date:</b>	04/17/2025
<b>Last updated by:</b>	Sgt. Jessica Trevino	<b>Date:</b>	4/17/2025

### SUMMARY

The Telecommunicator position is responsible for the operation of the TLETS computer system which has world-wide capabilities. The position performs duties including: typing, filing, radio computer data entry, radio dispatch and other clerical duties. Other duties related to the safety of Officers, students and staff will be required.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Coordinates correspondence, memos, purchase order and travel requests.
- Answers telephone and provides administrative support for all supervisors and the Chief of Police.
- Coordinates radio and telephone communications for Police Officers and other personnel on campus.
- Responsible for maintaining vehicle parking permit files.
- Responsible for maintaining files of traffic citations, both College and JP 3.
- Responsible for reviewing, approving or denying vehicle usage requests.
- Maintains a log of lost and found items and logs claimed items.
- Responsible for maintaining files on key distribution.
- Responsible for a monthly report of travel mileage of the College fleet vehicles distributed to proper personnel including Chief of Police, Vice President(s) and College President.
- Assists campus receptionist with work overloads as needed.
- Responsible for maintaining a daily radio log of all assignments to Police Officers which are entered into the Police reporting systems.
- Responsible for inventory of office supplies and printed forms used in office.
- Responsible for dispatching Officers to calls for service.
- Responsible for maintaining records of students with disabilities.
- Responsible for dispatch coverage during emergency situations.
- Responsible for state report preparation and submission.
- Telecommunication Operator (TCO) serves as Terminal Agency Contact (TAC) for the TLETS computer in conjunction with Austin, Texas.
- Responsible for maintaining required information on drivers of college vehicles (i.e. driving record, and liability insurance).
- Assists callers, on-site visitors, students and employees as needed.
- Coordinates the message on the alert system in the event of a campus emergency.
- Must be willing to work all shifts, special events and overtime.
- Other related duties as assigned.

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform the essential duties and responsibilities listed above. The qualifications listed below are representative of the education, experience, knowledge, skills, and/or abilities required.

### **REQUIRED QUALIFICATIONS**

- High school diploma or equivalent
- At least one (1) year of clerical experience
- Must be able to obtain a Basic Telecommunicator Certification through TCOLE within a year from hire date
- Must have a valid Texas driver's license

### **PREFERRED QUALIFICATIONS**

- Telecommunicator and/or Dispatch experience with a law enforcement or first responder agency (911, Fire, EMS)
- Licensed TCOLE Telecommunicator
- Knowledge of police and radio procedures, and a working knowledge of office equipment
- Bilingual – English/Spanish

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Must be willing to work all shifts, special events and overtime

### **WORK ENVIRONMENT**

The incumbent typically works in an office environment and uses a computer, telephone and other office equipment as needed to perform duties. The noise level in the work environment is typical of that of an office. Incumbent may encounter frequent interruptions throughout the work day.

### **PHYSICAL DEMANDS**

The employee is regularly required to sit, talk, or hear; frequently required to use repetitive hand motion, handle or feel, and to stand, walk, reach, bend or lift up to twenty (20) pounds.

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***This is a security sensitive position and requires a criminal history and/or motor vehicle records check.***

***This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.***

***This job description may be revised upon development of other duties and changes in responsibilities.***

**X**

EMPLOYEE PRINTED NAME

**X**

SUPERVISORS PRINTED NAME

**X**

EMPLOYEE SIGNATURE AND DATE

**X**

SUPERVISOR SIGNATURE AND DATE

**Sign and return to HR for placement into employee personnel file.**

11.D. Personnel Action (Replacement): FT Faculty, Math 9M



**Your College**  **Right Now**

Robert J. Exley, PhD  
President

**MEMORANDUM NO: 095-2025**

**TO:** Board of Regents  
**FROM:** Robert J. Exley, PhD *RJE*  
**DATE:** July 10, 2025  
**SUBJECT:** Personnel Action – Replacement, FT Faculty, Math 9M

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The individual listed below has been recommended to fill the full-time Faculty, Math 9 month position replacing Jennifer Brazil.

Funding Source: 11-3-14560-61405

**Candidate**

**Recommended:** Johnathon St. Andre

**Education:** Texas Tech University  
Master of Science, Mathematics

Texas Tech University  
Bachelor of Science, Mathematics

**Experience:** Varsity Tutors  
Remote Tutor

May 2023 – January 2025

Texas Tech University  
Graduate Part-Time Instructor  
Teaching Assistant  
Techniques Center Tutor

August 2024 – December 2024  
August 2023 – August 2024  
January 2022 – July 2023

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**Salary:** \$47,551.43  
Grade 9/MA/Step 2, 2024 – 2025 / 9 Month Faculty Salary Schedule  
RJE:fmj

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Instructor, Mathematics (PID:54)</b>		
<b>Department:</b>	Mathematics	<b>FLSA Status:</b>	Exempt
<b>Reports To:</b>	Dean, General Education & Academic Support	<b>Salary Step:</b>	Based on Contract Length / Degree
<b>ORP Eligible:</b>	Yes	<b>Job Category:</b>	Full-Time Faculty
<b>Contractual Position:</b>	No		
HR approved:	Human Resources/LG	Date:	12/11/2024
Last updated by:	Dean, General Education & Academic Support/LAM	Date:	12/11/2024

### SUMMARY

The instructor will teach a variety of courses within the Math Department including developmental, freshman and sophomore level courses.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Instruct and supervise a diverse population of students in the classroom at various times and locations.
- Possess a commitment to student engagement, student success, and instructional excellence.
- Demonstrate effective communication skills, both written and oral.
- Prepare and utilize a course syllabus and assessments for each course using guidelines established by the institution.
- Maintain current knowledge of effective teaching methodologies and utilizes a variety of instructional delivery methods, classroom media, and educational resources.
- Assist in the recruitment and retention of students.
- Advise students in academic matters or refers students to appropriate resources.
- Assess students' performance through a range of measurement activities and keeps them informed of their progress in a timely manner.
- Engage students through posted office hours and electronic communication.
- Utilize technology to facilitate learning and to access data, maintain records, generate reports, and communicate with others.
- Assist in the development, distribution, and collection of assessments for courses and program objectives.
- Build positive and professional relationships with students, colleagues, college administration, and the community.
- Submit timely college reports and forms to the appropriate divisions and departments.
- Provide recommendations to the Instructional Dean, Department Chair, and appropriate college committees regarding curriculum, instruction and division operations.



- Exhibit a commitment to lifelong learning through participation in professional development activities.
- Adhere to Alvin Community College's policies and procedures.
- Attend institutional meetings as required.
- Other duties as assigned.

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform the essential duties and responsibilities listed above. The qualifications listed below are representative of the education, experience, knowledge, skills, and/or abilities required.

### **REQUIRED QUALIFICATIONS**

- Master's degree in Mathematics or Master's degree with 18 graduate hours in Mathematics or Mathematical Statistics.

### **PREFERRED QUALIFICATIONS**

- Preferred Master's in Mathematics or Statistics with a minimum of 18 graduate hours in Mathematics, or a Master's degree in math education or developmental education with 18 graduate hours in the rubrics MATH or STAT from a regionally accredited college / university
- Prior teaching experience at the college or university level and/or teaching developmental math courses

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Must have a working knowledge of Microsoft Office programs, as well as intermediate computer skills.
- Working knowledge of Blackboard course management system preferred.
- Must be familiar with interactive teaching methods and instruction via the Internet.
- Demonstrates an understanding of ACC's core values in serving as a strong community asset, being accountable, acting in a manner that is responsive, striving for excellence, and maintaining a student-centered focus through service.

### **WORK ENVIRONMENT**

The incumbent typically works in an office environment and uses a computer, telephone and other office equipment as needed to perform duties. The noise level in the work environment is typical of that of an office. Incumbent may encounter frequent interruptions throughout the work day.

### **PHYSICAL DEMANDS**

The employee is regularly required to sit, talk, or hear; frequently required to use repetitive hand motion, handle or feel, and to stand, walk, reach, bend or lift up to twenty (20) pounds.

***Alvin Community College is an equal opportunity institution and does not discriminate against anyone on the basis of race, religion, color, sex, pregnancy, gender equity, sexual orientation, parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service or veteran's status.***

***This is a security sensitive position and requires a criminal history and/or motor vehicle records check.***

***This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.***

***This job description may be revised upon development of other duties and changes in responsibilities.***

**X**

EMPLOYEE PRINTED NAME

**X**

SUPERVISORS PRINTED NAME

**X**

EMPLOYEE SIGNATURE AND DATE

**X**

SUPERVISOR SIGNATURE AND DATE

**Sign and return to HR for placement into employee personnel file.**

11.E. Headcount Report

## ALVIN COMMUNITY COLLEGE

## EMPLOYEE CATEGORIES

SUMMER 2025

6/30/2025

JULY

	Budgeted 2024-25	JULY 2025	HR Vacancies
Administrative	15	15	0
*Professional	88	83	5
Faculty	130	124	3
**Technical Support, Clerical & Maintenance (TSCM)	125	120	7
Total Full-Time (FT) Employees	358	342	15

\*Count includes 2 grant funded *professional* employees\*\*Count includes 1 grant funded *TSCM* employee

11.F. Resignation/Retirement Report

## Resignation / Termination Report

	Name	Position / Department	Last Day Worked	Reason
1	Carrie Tolf	Senior Administrative Assistant - TDCJ Programs	6/24/2025	Termination
2	Kerriel Lyles	Dual Enrollment Advisor	7/10/2025	Resignation
3				
4				
5				
6				
7				
8				
9				
10				

12. **Consent Agenda**

12.A. **Approval of Minutes for the June 26, 2025 Regular Board Meeting and the  
July 14, 2025 Board Workshop**

**ALVIN COMMUNITY COLLEGE  
OFFICIAL MINUTES  
Board of Regents Regular Meeting - June 26, 2025**

The Board of Regents of Alvin Community College met in a regular session on Thursday, June 26, 2025 at 6:00 p.m., with the following members, administrative personnel, and guests present:

**Regents Present**

'Bel Sanchez	Chairman
Patty Hertenberger	Secretary
Jim Crumm	Regent
Yvette Reyes-Hall	Regent
Mike Pyburn	Regent
Darren Shelton	Regent
Jody Droege	Vice-Chair
Michael Hoover	Regent

**Regents Absent**

Breah Knape	Regent
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**ACC Administration Present**

Robert Exley	President, Alvin Community College
Stacy Ebert	Alvin Community College
Beth Nelson	Alvin Community College
John Matula	Alvin Community College
Wendy Del Bello	Alvin Community College
Kelley Peatross	Alvin Community College

**ACC Employees & Guests Present**

Felicia Jimenez	Debra Fontenot	Anita Exley
Kyle Marasckin	Jessica Ranero-Ramirez	Dacia Henderson
John Tompkins	Bryan Hinshaw	Karen Tofte
LaVonna Miller	John Murray, Jr.	Shirley Brothers
Scott Turnbough	Laurel Joseph	
Linnet George	Patrick Sanger	
Harold Griffin	Kyle Stone	
Leigh Ann Moore		

**Call to Order**

Chair Sanchez called the meeting to order at 6:00 p.m.

**Certification of Posting of Notice**

Certification of the posting of the notice as listed in the agenda was acknowledged. Dr. Exley certified that a notice of the meeting was posted in accordance with Title 5, Chapter 551, Texas Government Code.

**Pledge and Invocation**

Invocation was delivered by Secretary Patty Hertenberger



### **Citizen Inquiries**

There were no citizen inquiries.

### **Board Comments**

The Regents commented on the newly surfaced parking lots, the Book Bus, and expressed appreciation to all who attended the benefit for Regent Knape.

### **Committee Reports**

**Facilities Committee:** Regent Crumm reported on the Grand Parkway development, roof work on Building G, power washing of Buildings K and N, and stairwell improvements.

**Budget and Finance Committee:** Regent Shelton reported on capital funding and budget options related to staff compensation.

### **Approval of the Consent Agenda**

Chair Sanchez said that she would entertain a motion to approve the Consent Agenda that included the approval of the Minutes of the Regular Meeting of May 22, 2025, the Minutes for June 9, 2025 Board Budget Workshop, and the Grants report.

A motion to approve the Consent Agenda was made by Regent Crumm. Seconded by Regent Reyes-Hall. Motion passed unanimously.

### **President's Report**

Dr. Exley gave a summary that included the following:

Enrollment update. Registration for the second summer semester is open. Classes start on July 9. Fall registration is open now as well. Classes begin on August 25.

The ACC Dodgeball team Blue Havoc placed 2nd in the Dodge For A Cause tournament in Pearland on June 14! Proceeds benefited the My Community Health Foundation.

This week was the first for the 40th annual Summer Children's Theatre Festival with performances of (Almost) Totally True Story of Hansel and Gretel. Next month's production will be A Wrinkle in Time with performances starting on July 29.

Several of our police officers assisted with the funeral ceremony for Angleton Police Officer J.D. White, who recently lost his life in the line of duty.

We had several baseball and softball players who received high honors for their performance on the field and in the classroom during the Spring season. Nine of our softball players were named to the NJCAA Region 14 Academic All-American list. Five of those students posted a 4.0 GPA during the semester. Seven of our baseball players earned all-conference and all-region honors.

The music faculty have been visiting Brazoria County Libraries this summer to introduce children to different musical instruments. Band director David Griffith and faculty member Debbie Benoist have been participating along with band member Geri Swanzy.

We have several camps scheduled throughout the summer. The first, an engineering camp, took place last week and was successful. This week we had the Healthcare Explorer's camp. There will be additional camps in healthcare, art, and engineering.

Also, throughout the summer the Student Enrichment Art show is on display in the Student Center.

The Fourth of July is almost here. We will be having our annual ACC Community Band concert at the Memorial Wall starting at 7:30 p.m., with the city fireworks show to follow.

Showing up in mailboxes now is the latest edition of Right Now magazine. Residents throughout the district have been receiving them over the past two weeks.

Congrats to Marketing Director Scott Turnbough and Upward Bound Director Cherilyn Brooks for their recent graduation from the Pearland Chamber of Commerce Leadership program. They were honored at a ceremony on June 12.

Our Culinary students recently finished their internship at the U.S. Open Golf Tournament.

ACC staff members have been working with local VFW and other groups in planning for the upcoming Veterans Day parade, which is being hosted in Alvin. The band and choir will be performing, and we will also be hosting a float in the proceedings.

This report was for information only.

#### **ACC Foundation Report**

Wendy Del Bello presented the ACC Foundation Report. This report was for information only.

#### **Consider Approval of the ACC Website Redesign Contract**

Regent Hertenberger moved to authorize the President to enter a contract with iFactory for the website design and CMS implementation services at a total cost of \$231,568 with a maximum contingency of 10% or \$23,156.80. Seconded by Regent Pyburn. Motion passed unanimously.

#### **Consider Approval of Child Lab School Fee Changes**

Regent Pyburn moved to authorize the President to increase the child lab school fees. Seconded by Regent Hoover. Motion passed unanimously.

#### **Consider Approval of TASB Local Board Policy Update 49**

Regent Droege moved that the board add, revise, or delete (LOCAL) policies as recommended by TASB Community College Services and according to the instruction sheet for TASB Localized Policy Manual Update 49. Seconded by Regent Reyes-Hall. Motion passed unanimously.

#### **Consider Approval of the Board of Regents Meeting Schedule for 2025-2026**

Regent Pyburn moved to approve the Board of Regents meeting schedule for 2025-2026. Seconded by Regent Crumm. Motion passed unanimously.

**Consider Approval of Contract Recommendations for 2025-2026**

Regent Hertenberger moved to approve the contract recommendations for 2025-2026. Seconded by Regent Hoover. Motion passed unanimously.

**Consider Approval of Building N Roof Repair**

Regent Hoover moved to authorize the President to enter into a contract with Brazos Commercial Roofing for the provision of roof repair on the N Building for a cost of \$340,050.00 plus a minimum 15% (\$51,007) contingency. Seconded by Regent Crumm. Motion passed unanimously.

**Consider Approval of the Texas Higher Education Coordinating Board Nursing, Allied Health, and Other Health-Related Education Grant Program (NAHP)**

Regent Pyburn moved to authorize the President the purchase essential equipment and supplies for the Associate Degree Nursing program. Seconded by Regent Reyes-Hall. Motion passed unanimously.

**Financial Report Ending May 31, 2025**

Regent Crumm moved to approve the Financial Report for May 31, 2025. Seconded by Regent Droege. Motion passed unanimously.

**Executive Session**

*For the purpose of a private consultation with its attorney when seeking the advice of its attorney, in accordance with Tex. Gov't Code Section 551.071; Deliberate the purchase, exchange, lease, or value of real property, if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person, in accordance with Tex. Gov't Code Section 551.072.*

The Board recessed into Executive Session at 6:56 p.m. Executive Session start time was 7:07 p.m.

**Adjournment**

There being no further business before the Board, Chair Sanchez adjourned the meeting at 8:13 p.m.

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**Dr. Patty Hertenberger, Secretary**

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**Bel Sanchez, Chair**

**ALVIN COMMUNITY COLLEGE  
BUDGET WORKSHOP OF JULY 14, 2025  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met with a Board Workshop session on the 14th day of July at 12:00 p.m., with the following members, administrative personnel, and guests present:

**Regents Present**

'Bel Sanchez	Chairman
Jody Droege	Vice-Chair
Yvette Reyes-Hall	Regent
Mike Pyburn	Regent
Darren Shelton	Regent
Michael Hoover	Regent

**Absent**

Patty Hertenberger	Secretary
Jim Crumm	Regent
Breah Knappe	Regent

**ACC Administration Present**

Robert Exley	President, Alvin Community College
Stacy Ebert	Alvin Community College
Beth Nelson	Alvin Community College
John Matula	Alvin Community College
Wendy Del Bello	Alvin Community College
Kelly Klimpt	Alvin Community College
Kelley Peatross	Alvin Community College

**ACC Employees & Guests Present**

Felicia Jimenez	LaVonna Miller	Kyle Stone
Scott Turnbough	John Tompkins	

**Call to Order**

Chair Sanchez called the meeting to order at 12:33 p.m.

**Certification of Posting of Notice**

Certification of the posting of the notice as listed in the agenda was acknowledged. Dr. Exley certified that a notice of the meeting was posted in accordance with Title 5, Chapter 551, *Texas Government Code*.

- **Pledge**
- **Invocation**  
Invocation by Regent Shelton

**Citizen Inquiries**

There were no citizen inquiries.

**Marketing Presentation**

Wendy Del Bello presented the Elevate 2023 plan. This report was for information only.

**SB 2615 – Remote Work Policy**

Legal Counsel Kyle Stone and Dr. Kelly Peatross presented SB 2615. Mr. Stone will prepare a policy for the Board's approval at the August Board meeting. This report was for information only.

**Employee Benefits Policy - Vacation Leave Review**

Dr. Kelly Peatross provided an overview of the Employee Benefits Policy. Specific information was provided regarding the College's current vacation leave policy, plus information on other Texas community colleges in our region included in their vacation leave policies. This report was for information only.

**Second Presentation of the Proposed 2025-2026 Budget**

Beth Nelson presented the second budget proposal 2025-2026. This report was for information only.

**Executive Session**

The Board recessed into Executive Session at 3:11 p.m. Executive Session start time was 3:16 p.m.

**Adjournment**

There being no further business before the Board, Chair Sanchez adjourned the meeting at 3:39 p.m.

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**Dr. Patty Hertenberger, Secretary**


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**Bel Sanchez, Chair**

12.B. **Grant Report**

**MEMORANDUM NO: 096-2025**

**TO:** Board of Regents

**FROM:** Robert J. Exley, PhD 

**DATE:** July 11, 2025

**SUBJECT:** Federal, State, and Private Grants Report

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Attached is the ACC Grant Status Report as of July 1, 2025. The first page is a summary of ACC's grant activity. Following is a detailed list of current grants, grants in the approval process, and grants in the development process. The final page lists the grants that ACC has either applied for and have been declined funding, or grants ACC considered but decided not to proceed with application submission. Pages two through four provide details on the grants and/or applications in each of the three categories.

The College currently has \$6,411,558.48 in active funded grants. An additional \$1,365,388.00 in grant applications is in the funder review process. Grant applications in the development process total \$227,000.00.

RJE:fmj

## **Alvin Community College Grants**

**July 1, 2025**

ACC has the following in grant activity:

\$6,411,558.48	Active Funded Grants
\$1,365,388.00	Grant Applications in the Funder Review Process
\$ 227,000.00	Grant Applications in the Development Process

Details on individual grants are attached. The last page lists grants that were reviewed and departments determined not to pursue, or ACC was not selected as a recipient.



**Alvin Community College Grant Status Report as of July 1, 2025**

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	ACC Role	Partner	Purpose	Grant Type
U.S. Department of Education - Upward Bound #P047A220229	9/1/2022	8/31/2027	Cherilyn Brooks	Upward Bound	Materials, Staffing, Travel, Courses for College Exposure & Preparation	\$ 1,562,400.00	Primary	Alvin ISD	Implement a federally funded college preparatory program for low-income and potential first generation college going participants to increase post-secondary enrollment and graduation (5 years, \$312,480 per year)	Federal Discretionary Competitive
THECB Nursing Shortage Reduction Program #28849	3/6/2023	8/31/2027	Elizabeth Saucedo	Nursing	Professional Development, Equipment, Supplies	\$ 196,673.26	Primary	N/A	Provide support to retention and completion rates of Nursing students.	State Formula Non-Competitive
THECB Nursing Innovation Grant Program #29898	8/17/2023	7/31/2025	Elizabeth Saucedo	ADN Program	Faculty Training, Part-time Personnel, Program Development	\$ 196,266.00	Primary	N/A	Provides for faculty conferences, development of an additional transition to RN program, and student support.	State Discretionary Competitive
TWC Skills Development Funds #2824SDF004	5/22/2024	8/31/2025	Sara Bouse	CEWD	Instruction and Training	\$ 270,351.43	Primary	TJL Industries KWIK Equipment Dover	Skills training for employees of TJL in Process Technology. Added KWIK Equipment Sales and Dover.	State Discretionary Competitive
THECB Perkins Basic Grant Contract Award #254205	9/1/2024	8/31/2025	Dr. Debra Fontenot	Technical Programs	Technical Supplies, Support, Equipment	\$ 198,712.00	Primary	N/A	Provide supplies and equipment required for technical program instruction	State Formula Non-Competitive
TWC JET Grant (Jobs and Education for Texans) 2024 #2824JET003	8/31/2024	8/31/2025	Don Parus	Process Technology	Equipment	\$ 349,980.00	Primary	N/A	Funds to provide for the purchase of a new distillation unit. 5%-10% institutional match required.	State Discretionary Competitive
Office of the Governor Criminal Justice Grant Program #5000501	10/1/2024	9/30/2025	Chief Ronny Phillips	ACC PD	Bulletproof Vests for ACC Police Department	\$ 38,048.00	Primary	N/A	Funds provide for purchasing 16 vests.	State Discretionary Competitive
THECB Texas Reskilling and Upskilling for Education (TRUE) Grant #01476	12/2/2024	12/2/2025	Brian Ayres	CEWD EMT Program	Instruction, Equipment, Supplies	\$ 280,000.00	Primary	N/A	Provide for expanding CEWD EMT program by adding EMT Advanced.	State Discretionary Competitive
Office of the Governor State and Local Cybersecurity Grant Program - Mitigation Projects #5062001	11/1/2024	10/31/2025	Billy Allen	Institutional Cybersecurity	Equipment, Software, Contract Services	\$ 292,512.71	Primary	N/A	Funds provide for upgrading institutional cybersecurity. 10% institutional match required.	State Discretionary Competitive
U.S. Department of Labor Strengthening Community Colleges 5 #25A60CC000038	2/1/2025	1/31/2029	TBD	CEWD CNC Machining	Equipment, Personnel, Curriculum Development	\$ 1,514,520.00	Primary	N/A	Funds provide for creating a sector-based strategy to align CNC Machining training to employer needs in the region and increase the number of women in the program.	Federal Discretionary Competitive
THECB Nursing Innovation Grant - Rider 64 #01750	2/1/2025	1/31/2027	Elizabeth Saucedo Justin Morgan	Nursing Pathway	Personnel, Curriculum, Tuition Assistance, Supplies	\$ 999,500.00	Primary	N/A	Funds will provide for developing a program to increase preceptors and clinical sites for students in Certified Nursing Assistant, Clinical Medical Assistant, Patient Care Technician, Licensed Vocational Nursing, Associate Degree Nursing, and Bachelors of Science in Nursing programs.	State Discretionary Competitive
THECB Nursing Shortage Reduction Program # pending	3/1/2025	2/28/2027	Elizabeth Saucedo	ADN Program	Professional Development, Equipment, Supplies	\$ 74,313.08	Primary	N/A	Provide support to retention and completion rates of Nursing students. <i>Pending contract.</i>	State Formula Non-Competitive
THECB Nursing, Allied Health and Other Health-Related Education Grant Program (NAHP) #02081	5/1/2025	5/31/2027	Ashley White Justin Morgan	ADN Program	Personnel, Equipment, Supplies	\$ 150,000.00	Primary	N/A	Funds provide for equipment and supplies for the ADN program. <i>Pending contract.</i>	State Discretionary Competitive
Texas Workforce Commission Skills Development Funds # pending	TBD	TBD	Beth Cassidy	CEWD	Instruction and Training	\$ 242,572.00	Primary	Locke Solutions, Frazer, First State Bank - Louise	Skills training for employees of Locke Solutions, Frazer, and First State Bank - Louise. <i>Pending Contract.</i>	State Discretionary Competitive
<b>STATE/FEDERAL GRANTS SUBTOTAL</b>						<b>\$ 6,365,848.48</b>				

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	ACC Role	Partner	Purpose	Grant Type
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Charles Kilgore	Math	Instruction	\$ 1,250.00		N/A	Increasing student engagement and retention with NearPod software	Private / Foundation
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Robert Sanchez	Upward Bound	Instruction	\$ 1,600.00		N/A	Host a Love Languages workshop to help equip participants with the self-awareness, communication skills, and emotional intelligence necessary for academic success.	Private / Foundation
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Danielle Kemendo	Diagnostic Cardiovascular Sonography	Equipment & Supplies	\$ 1,500.00		N/A	Purchase two tablets that will help students engage with volunteers and improve access and effectiveness in the sonography labs.	Private / Foundation
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	John Mohr	Geology	Equipment & Supplies	\$ 1,900.00		N/A	Purchase of a drone to enhance student learning experiences through the recording and displaying of virtual field trips.	Private / Foundation
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Amanda Smithson John Matula	Student Services	Equipment & Supplies	\$ 3,000.00		N/A	To begin an Emergency Go Bag Program by providing toiletries, non-perishable food, \$20 gift card and a bag that can be filled with clothes for students who need emergency assistance.	Private / Foundation

2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Thirty Lacy	Nursing	Professional Development	\$ 2,000.00		N/A	Professional development opportunities for Vocational Nursing and Registered Nursing adjuncts to learn creative teaching strategies. Registration costs only.	Private / Foundation
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Maria Ruiz	LVN	Supplies	\$ 2,000.00		N/A	To host a health fair that will promote health programs while providing a service to the community through interactive activities and spark interest in prospective students.	Private / Foundation
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Justin Morgan	Inter-disciplinary	Instruction	\$ 2,500.00		N/A	Consumables & Actors' for the annual interdisciplinary simulation event held on campus called Disaster Day.	Private / Foundation
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Amanda Smithson	Student Services	Instruction	\$ 1,950.00		N/A	To provide student scholarships for the TSI Test Prep class and TSI Test voucher.	Private / Foundation
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Lilly Guu Jesse Guevara	Student Services	Emergency Assistance	\$ 2,000.00		N/A	To start a Transit to Success program that will provide a bicycle with a helmet or a Lyft voucher to students without reliable transportation.	Private / Foundation
2024-2025 ACC Foundation Innovative Initiative Grant	9/1/2024	8/31/2025	Laura Trigo	Culinary	Equipment & Supplies	\$ 3,000.00		N/A	Purchase a BBQ pit to incorporate BBQ skills and training to the curriculum. This will allow students to learn additional skills in the program and provide hands on training for another avenue in culinary.	Private / Foundation
Marguerite Edwards Trust	7/2/2024	7/1/2025	Dr. Jessica Ranero-Ramirez	Dual Enrollment	Supplies	\$ 2,500.00	Primary	N/A	Provides funds for hosting a Career Expo.	Private / Foundation
Marguerite Edwards Trust	7/2/2024	7/1/2025	Chris Tennison	Drama	Supplies	\$ 500.00	Primary	N/A	Provides support for Summer Children's Theater.	Private / Foundation
Marguerite Edwards Trust	7/2/2024	7/1/2025	Karen Tofte	Child Development Lab School	Curriculum	\$ 2,010.00	Primary	N/A	Provides for a new Toddler's Curriculum	Private / Foundation
Marguerite Edwards Trust	7/2/2024	7/1/2025	Robert Sanchez	Upward Bound	Enrichment	\$ 5,000.00	Primary	N/A	Provides funds for students to participate in a Disney Leadership Class	Private / Foundation
Soroptimist International of Alvin	7/2/2024	7/1/2025	Robert Sanchez	Upward Bound	Student Scholarships	\$ 1,000.00	Primary	N/A	Provides funds for student scholarships	Private / Foundation
Soroptimist International of Alvin	7/2/2024	7/1/2025	Wendy Del Bello	ACC Foundation	Student Support	\$ 2,000.00	Primary	N/A	Provides support for the Emergency Fund.	Private / Foundation
National Board for Respiratory Care	3/25/2024	3/24/2025	Marby McKinney	ACC Foundation	Student Support	\$ 10,000.00	Primary	N/A	Provides funds for student scholarships	Private / Foundation
ACC FOUNDATION GRANTS SUBTOTAL						\$ 45,710.00				
TOTAL, ALL ACTIVE GRANTS						\$ 6,411,558.48				

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	ACC Role	Partner	Purpose	Grant Type
National Science Foundation - Accelerated Technological Education (NSF-ATE)	2/1/2025	1/31/2028	Brittani Bewick	CEWD BioTechnology	Equipment, Supplies	\$125,000	Sub-recipient	San Jacinto College	ACC was invited to participate in San Jacinto College's "Advanced Cell Therapy – Industry-Based Vocational Education" (ACTIVE) proposal. Funds provide equipment and supplies for the BioTechnology Program. <i>Application submitted October 3, 2024.</i>	Federal Discretionary Competitive
National Science Foundation - Accelerated Technological Education (NSF-ATE)	2/1/2025	1/31/2026	Brittani Bewick	CEWD BioTechnology	Supplies	\$ 7,000.00	Sub-recipient	Texas A&M University	ACC was invited to participate in Texas A&M University's "Harmonizing Biomanufacturing Technician Training: the Texas Regional Industrial Biomanufacturing Education Certification (TRIBEC) Program" proposal. Funds provide supplies for the BioTechnology Program. <i>Application submitted October 3, 2024.</i>	Federal Discretionary Competitive
National Science Foundation Louis Stokes Alliances for Minority Participation Program	2/1/2025	1/31/2029	Dr. Stacy Ebert Dr. Linet George	STEM Majors	Transfer Preparation, Student Support	\$ 30,000.00	Sub-recipient	San Jacinto College	Funds will provide support for STEM majors via workshops on persistence, transfer preparation, and student stipends. <i>Application submitted November 15, 2024.</i>	Federal Discretionary Competitive
Office of the Governor Criminal Justice Grant Program	10/1/2025	9/30/2026	Chief Ronny Phillips	ACC PD	Equipment - Radios	\$ 143,833.00	Primary	N/A	Funds provide for 18 personal radios for ACC PD officers and 4 mobile unit radios for vehicles and base station. <i>Application submitted 2/13/2025.</i>	State Discretionary Competitive
Office of the Governor Criminal Justice Grant Program	10/1/2025	9/30/2026	Chief Ronny Phillips	ACC PD	Equipment - Vehicle	\$ 82,700.00	Primary	N/A	Funds provide for one Chevrolet Silverado 1500 Truck with law enforcement light package. <i>Application submitted 2/13/2025.</i>	State Discretionary Competitive
Office of the Governor State and Local Cybersecurity Grant Program - Mitigation Projects 2	10/1/2025	9/30/2026	Billy Allen	Institutional Cybersecurity	Personnel, Software, Contract Services	\$ 210,690.00	Primary	N/A	Funds provide for upgrading institutional cybersecurity, including a FT IT Security Analyst position. 20% institutional match required. <i>Application submitted 2/13/2025.</i>	State Discretionary Competitive
TWC Governor's Texas Talent Connection Grant under the Wagner-Peyser 7(b) Fund "New Beginnings X2"	9/1/2025	8/31/2026	Alyssa Bullock	CEWD Reentry Services	Instruction/ Employment Counseling	\$ 350,000.00	Primary	N/A	Funds provide for reentry services including workforce readiness, training, tuition assistance, and job placement assistance. <i>Application submitted April 30, 2025.</i>	State Discretionary Competitive

Texas Higher Education Coordinating Board Texas Reskilling and Upskilling through Education (TRUE) Pathways Design and Planning Grant	7/1/2025	9/30/2026	James Langley	Engineering Technology & Technician	Pathway Development	\$ 143,000.00	Primary	N/A	Funds provide technical support and personnel costs associated with developing a new program from inception through approval process. <i>Application submitted May 23, 2025.</i>	State Discretionary Competitive
Dow Foundation	TBD	TBD	Wendy Del Bello	Process Technology	Equipment	\$ 100,000.00	Primary	N/A	Funds provide for a portion of the cost of Process Technology simulation software for troubleshooting. <i>Application submitted May 30, 2025.</i>	Private Foundation
Texas Higher Education Coordinating Board Perkins Basic Grant	9/1/2025	8/31/2026	Dr. Debra Fontento	Technical Programs	Technical Supplies, Support, Equipment	\$ 173,165.00	Primary	N/A	Provide supplies and equipment required for technical program instruction. <i>Application submitted June 30, 2025.</i>	State Formula Non-Competitive

Total, Grants in Funder Review \$1,365,388.00

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	ACC Role	Partner	Purpose	Grant Type
Humanities Texas Mini-Grants	TBD	TBD	Dr. Christopher Chance Dr. Alexander Marriot	History Program	Travel	\$ 2,000.00	Primary	TBD	Funds would support the creation of a <i>Texas Study Abroad</i> program for students to visit key prehistoric and historic sites as part of the Honors-level History of Texas Course. <i>Open application window.</i>	Private Foundation
Texas Higher Education Coordinating Board Perkins Leadership Grant	9/1/2025	8/31/2026	TBD	Prisoner Education	Personnel, Student Support	\$ 200,000.00	Primary	N/A	Support participants to obtain CTE training in prison. <i>Application due July 9, 2025.</i>	State Formula Non-Competitive
Texas New Mexico Power Non-Traditional Education Pathways Grant	9/1/2025	8/31/2026	Wendy Del Bello	STRIVE Program	Student Support	\$ 15,000.00	Primary	N/A	Supports STRIVE students with job exploration.	Private Foundation
Texas New Mexico Power TNMP Power Grant	9/1/2025	8/31/2026	Wendy Del Bello	Law Enforcement Academy	Equipment, Supplies	\$ 10,000.00	Primary	N/A	Funds provide purchase of equipment for the Law Enforcement Program	Private Foundation

Total, Grants in Application Development \$ 227,000.00

**Grants Reviewed by ACC but Not Pursued or Not Selected for Funding**

Grant Name/Fund Source	Application Due Date	Application Submitted	Department	Amount	ACC Role	Partner	Purpose	Grant Type	Reason Declined / Not Funded
Metallica Scholars Initiative, Cohort 6	6/6/2024	Y	CEWD Patient Care Tech, CNC Machining	\$ 75,000.00	Primary	N/A	Provides scholarships and support for students in Career and Technical Education programs.	Private / Foundation	ACC was not selected.
DeWalt Grow the Trades Foundation	6/30/2024	N	CTE/CEWD	\$ 100,000.00	Primary	N/A	Provides funds to assist students pursuing skills in the trades.	Private / Foundation	Time insufficient to submit an application
U.S. Department of Justice Office of Community Oriented Policing Services Safer Outcomes: Enhancing De-Escalation and Crisis Response Training for Law Enforcement	7/30/2024	N	Law Enforcement Academy	up to \$500,000	Primary	TBD	Provides funding to law enforcement training academies to promote safe outcomes during police encounters with persons in crisis through the integration of de-escalation and crisis response training into their curricula	Federal Discretionary Competitive	Time insufficient to submit an application
U.S. Department of Justice and Department of Labor Partners for Reentry Opportunities in Workforce Development (PROWD)	8/1/2024	Y	Instruction/ Employment Counseling	\$ 412,000.00	Sub-recipient	Houston-Galveston Area Council	Provides reentry services for individuals formerly in the federal prison system. Services include instructional cost assistance, workforce readiness training, and job placement assistance.	Federal Discretionary Competitive	Original budget was to be \$1,160,000 over the life of the grant ; funder revised the budget to \$412,000 over the life of the grant. This would only allow for 1.5 FTEs, so ACC declined.
Blue Cross Blue Shield of Texas Healthy Campus Grant	9/1/2024	N	Fitness Court	\$ 50,000.00	Primary	N/A	Provide funds toward the cost of constructing a fitness court.	Private / Foundation	The remaining cost of building the court is not currently a budget priority.
U.S. Economic Development Authority Good Jobs Challenge	9/27/2024	Y	CEWD BioTechnology	\$ 90,000.00	Sub-recipient	Texas A&M University	Funds provide equipment and supplies. Texas A&M University's TRIBEC Good Jobs Partnership for Biomanufacturing in Brazos Valley and Houston proposal.	Federal Discretionary Competitive	Consortium was not selected.
ECMC Foundation	TBD	Y	Student Services	\$ 167,727.00	Primary	N/A	Funds to create a Student Resource Center to address students' basic needs.	Private / Foundation	Letter of Interest was submitted. ACC was not selected to proceed to the application phase.
National Science Foundation Improving Undergraduate STEM Education (IUSE) Hispanic Serving Institutions	9/11/2024	N	Geology	TBD	Primary	Wharton County Junior College	Funds provide for student travel for geological research experiences.	Federal Discretionary Competitive	Insufficient resources to submit an application at this time.
National Science Foundation Research on Innovative Technologies for Enhanced Learning (RITEL)	11/5/2024	N	Welding, Drafting & Design Engineering Technology	TBD	Primary	N/A	Funds will support implementing emerging technologies in technical programs. <i>Application due November 5, 2024</i>	Federal Discretionary Competitive	Insufficient time to submit an application at this time.
U.S. Department of State Increase and Diversify Education Abroad for U.S. Students (IDEAS)	12/12/2024	Y	Study Abroad	\$ 35,000.00	Primary	N/A	Funds provide for 4 faculty to travel abroad to establish academic, industry, and cultural partnerships for future study abroad trips.	Federal Discretionary Competitive	ACC was not selected to continue to Phase 2.
THECB Data-to-Action for Parenting Students at Texas Colleges & Universities Grant Program	3/31/2025	N	Student Services	\$ 118,450.00	Primary	N/A	Funds provide for a technical assistance contractor and personnel expenses to create a campus Data-to-Action team to analyze data on parenting students.	State Discretionary Competitive	ACC determined the implementation time commitment would not be commensurate with the award.
Texas Workforce Commission Dual Credit Healthcare Grant	Open application	N	CEWD and Dual Credit	\$ 300,000.00	Primary	ISD - TBD	Funds provide for student tuition and fees and curriculum development.	State Discretionary Competitive	ACC did not secure an ISD partner for this opportunity.
TWC Dual Credit Career and Technical Education - Equipment Only Grant	5/6/2025	N	CTE and Dual Credit	\$ 220,000.00	Primary	ISD - TBD	Funds would provide for equipment for a Dual Credit CTE Program.	State Discretionary Competitive	Insufficient time to submit an application at this time.
TWC JET Grant (Jobs and Education for Texans) 2025	1/30/2025	Y	Drafting and Design Engineering Technology	\$ 105,845.00	Primary	N/A	Funds provide for the purchase of a new equipment for Drafting and Design Engineering Technology Program. 5%-10% institutional match required.	State Discretionary Competitive	ACC was not selected.

12.C. **Consider Approval of the Correction to Faculty Contract Recommendation List**



Robert J. Exley, PhD  
*President*

**MEMORANDUM NO: 097-2025**

**TO:** Board of Regents

**FROM:** Robert J. Exley, PhD

**DATE:** July 16, 2025

**SUBJECT:** Correction to Faculty Contract Recommendation List

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For your consideration, please consider approval of the employment contract recommendation for Viseeta Brown for the 2025-2026 fiscal year. She was eligible to apply for tenure this year but opted to wait another year. Her name was removed from the tenure list portion of last month's board meeting agenda and should have been moved to the overall list of recommendations for contract renewal. Thus, the need for board action is now.

All recommendations may be impacted by the need to reduce financial expenditures if the College faces a situation of financial exigency.

RJE:fmj

13. **President's Report**
14. **Proposed Budget 2025-2026 Information**
15. **Consider Approval of the Scheduling Software**



**Your College**  **Right Now**

Robert J. Exley, PhD  
*President*

**MEMORANDUM NO: 090-2025**

**TO:** Board of Regents  
**FROM:** Robert J. Exley, PhD *RJE*  
**DATE:** July 10, 2025  
**SUBJECT:** Scheduling Software

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Ten years ago, the College contracted with Ad Astra Information Systems, LLC (Ad Astra) for the provision of a software platform to assist in the management of scheduling for courses and events. This software continues to be widely accepted and utilized in many areas of the campus, including Instructional Support, Information Technology, Event Coordination and Physical Plant for classroom, meeting room and event scheduling.

Staff has determined that, after much research of similar programs, it would be most effective to continue utilizing Ad Astra. The tremendous work involved in developing protocols and processes for a new system would require, at a minimum, three semesters. There are several other Texas colleges, including College of Mainland, Tyler Junior College, Blinn College, as well as the University of Houston and Lamar University, that use Ad Astra for their campus-wide scheduling needs.

Based on the aforementioned, the Purchasing Department has determined that this agreement would qualify as "Best Value", as provided in Texas Education Code, TEC 44-031(b) – (Total long-term cost to acquire and install).


Staff recommends that the Board of Regents authorize the President to enter into a three-year contract with Ad Astra Information Systems, LLC., for the provision of services for a management scheduling software for courses and events, for an amount not to exceed \$23,916 per year.

RJE:fmj



16. **Consider Approval of the Asset and Inventory Provider**

**MEMORANDUM NO: 091-2025**

**TO:** Board of Regents  
**FROM:** Robert J. Exley, PhD   
**DATE:** July 10, 2025  
**SUBJECT:** Asset and Inventory Provider

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The College performs periodic inventory counts, but has not had a comprehensive, campus-wide inventory count in quite some time. As we receive significantly more federal funds and grants, as well as expand our campus throughout the region, the College finds the need to use an outside provider to perform this work.

Staff canvassed other similarly sized community colleges, specifically College of the Mainland and Brazosport College, for the provider they use for inventory and asset management. Both colleges and several other Texas colleges use Records Consultants Inc. (RCI) through the Buyboard Cooperative.

Staff met with RCI to understand the options for bringing the campus inventory up-to-date and ensuring ongoing compliance. RCI has proposed a campus-wide, comprehensive inventory of fixed assets, appropriate tagging and recording of those assets, room-by-room inventory with room “tag” on door hinge, and appropriate software for asset tagging and recording.

RCI has proposed a three-year plan that will ensure the College maintains an accurate and timely accounting and recordation of inventory and fixed assets. RCI’s proposal comes at a cost of \$34,000 per year through FY2027, or a total contract obligation of \$102,000. The plan would be to conduct the initial inventory this summer before the end of the fiscal year.


Staff recommends that the Board of Regents authorize the President to enter into a contract with Records Consultants Inc. (RCI) for a three-year agreement for the provision of goods and services of a campus-wide inventory and asset management program through July 2027, for an amount not to exceed \$ 34,000 per year.

Anticipated Budget Code:  
M&O - General Institutional/Finance & Admin: 11-7-11102-82261

RJE:fmj

17. **Consider Approval of Comcast Renewal**

**MEMORANDUM NO: 098-2025**

**TO:** Board of Regents  
**FROM:** Robert J. Exley, PhD   
**DATE:** July 16, 2025  
**SUBJECT:** Comcast Internet Renewal

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Alvin Community College utilizes Comcast and Alvin ISD to provide redundant pathways for Internet traffic. Comcast has provided a proposal for a three-year renewal contract for Internet services, which adds a layer of cybersecurity protection against specific cyberattack strategies. Pursuant to the Administration Agreement between OMNIA Partners, Public Sector, Inc., and Comcast Cable Communications Management, LLC, the sales order is placed against the Region 14 Educational Service Agency Master Agreement No. 157549, effective July 1, 2024, which meets all State of Texas and ACC procurement requirements.

Monthly costs of \$3,105 include enterprise-grade dedicated connectivity, cybersecurity detection and mitigation, and a dedicated block of external network addresses for the College's public-facing services. The total three-year agreement totals \$111,780 and is proposed to be funded through IT Contracted Services, 11-5-10520-82208.

A competitive proposal from AT&T for like services was received totaling \$4,656 per month, or \$167,616 for a three-year period. Cloudflare, Inc., a provider of network and cybersecurity services, submitted a proposal for \$52,000 per year.

It is recommended that the Board of Regents authorize the President to execute the attached Comcast sales order for Internet services and enter into a three-year agreement with Comcast with expected monthly costs of \$3,105.

RJE:fmj

18. **Consider Approval of the President's Contract**
19. **Financial Report Ending June 30, 2025**

**MEMORANDUM NO: 100-2025**

**TO:** Board of Regents

**FROM:** Robert J. Exley, PhD

**DATE:** July 17, 2025

**SUBJECT:** Financial Report - Year-to-Date Ending June 30, 2025

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Ms. Elizabeth Nelson will provide the monthly financial report for the board.

The monthly report will provide an update of our revenues and expenses year-to-date compared to our budget projections for the 2024-2025 fiscal year. Table 1 provides an overview.

Table 1.

<i>Revenues</i>	<i>M&amp;O Budget</i>	<i>M&amp;O Actual</i>	<i>% of Budget</i>	<i>Remaining Budget</i>
<i>Total Operating Revenues</i>	7,283,058	7,947,767	109.13%	664,709
<i>Total Non-Operating Revenues</i>	43,439,441	39,757,877	91.52%	(3,681,564)
<i>Total Revenues</i>	50,722,499	47,705,644	94.05%	(3,016,855)

<i>Expenses</i>	<i>M&amp;O Budget</i>	<i>M&amp;O Actual</i>	<i>% of Budget</i>	<i>Remaining Budget</i>
<i>Total Operating Expenses</i>	50,722,499	38,545,138	75.99%	12,177,361

This represents ten months (or 83.3%) of the fiscal year, with operating revenues on track and expenses consistent with projections.

RJE:fmj

**Alvin Community College**  
**Consolidated Statements of Net Assets**

	<b>June 30, 2025</b>	<b>June 30, 2024</b>	<b>Variance</b>	<b>Explanations/Descriptions</b>
<b>Current Assets</b>				
Cash and cash equivalents	7,823,187	6,814,616	1,008,571	
Short-term investments	28,412,058	28,000,110	411,948	
Accounts receivable, net	3,566,294	2,288,306	1,277,988	Installment Plans outstanding, billing outstanding to sponsors and third parties, grant billings, and CE billings
Prepays	1,760	519,434	(517,674)	Travel advances and prepaid expenses
Inventories	174,128	144,265	29,863	
Total Current Assets	39,977,427	37,766,731	2,210,696	
<b>Noncurrent assets</b>				
Long-term investments	2,000,000	2,000,000	-	
Capital assets, net	45,843,870	47,029,435	(1,185,565)	
Total Assets	87,821,297	86,796,166	1,025,131	
<b>Deferred Outflows of Resources</b>				
Deferred outflows - pensions	4,464,295	3,175,990	1,288,305	TRS pension
Deferred outflows - OPEB	7,091,967	7,089,514	2,453	OPEB
Total Deferred Outflows of Resources	11,556,262	10,265,504	1,290,758	
<b>Liabilities</b>				
Accounts payable & accrued liabilities	251,369	504,240	(252,871)	
Net pension liability	12,102,291	10,460,057	1,642,234	
Net OPEB liability	21,631,335	22,655,135	(1,023,800)	
Funds held for others	54,225	49,521	4,704	Agency funds - groups, clubs, etc on campus
Deferred revenues	2,435,398	1,464,855	970,543	Grants paid in advance and fall registrations
Compensated absences	536,436	536,436	-	
Bonds payable, net of premiums	-	1,565,000	(1,565,000)	Annual payment
Tax note payable, net of premiums	17,050,000	17,955,000	(905,000)	Annual payment
Total Liabilities	54,061,054	55,190,244	(1,129,190)	
<b>Deferred Inflows of Resources</b>				
Deferred inflows - pensions	1,469,461	1,773,321	(303,860)	TRS pension
Deferred inflow - OPEB	6,755,754	5,969,497	786,257	OPEB
Deferred inflow - premium on tax note	1,962,634	2,147,673	(185,039)	
Total Deferred Inflows of Resources	10,187,849	9,890,491	297,358	
<b>Net Assets</b>				
Fund Balance - Equity	35,128,656	31,980,935	3,147,721	
Total Net Assets	35,128,656	31,980,935	3,147,721	

**Alvin Community College**  
**Consolidated Statements of Revenue and Expense**  
**June 30, 2025 and June 30, 2024**

	Year-To-Date					Prior Year-To-Date				
	All Other Funds Actual	Amended M&O Actual	M&O Budget	Remaining Budget	% of Budget	All Other Funds Actual	Amended M&O Actual	M&O Budget	Remaining Budget	% of Budget
<b>Revenues</b>										
Operating revenues										
Tuition and fees	2,720,852	7,887,830	7,213,058	674,772	109.35%	2,116,748	7,207,921	6,986,349	221,572	103.17%
Federal grants and contracts	8,236,311	-	-	-	0.00%	6,641,770	-	-	-	0.00%
State grants (Fund 34)	1,612,058	-	-	-	0.00%	859,481	-	-	-	0.00%
Local grants (Fund 32)	271,087	-	-	-	0.00%	241,133	-	-	-	0.00%
Auxiliary enterprises	2,348,845	-	-	-	0.00%	2,114,802	-	-	-	0.00%
Other operating revenues	150,895	59,937	70,000	(10,063)	85.62%	169,270	68,369	70,000	(1,631)	97.67%
Total operating revenues	15,340,048	7,947,767	7,283,058	664,709	109.13%	12,143,204	7,276,290	7,056,349	219,941	103.12%
<b>Expenses</b>										
Operating expenses										
Administrative	-	9,323,191	11,949,948	2,626,757	78.02%	-	7,746,812	10,571,449	2,824,637	73.28%
Institutional	-	8,048,769	10,965,056	2,916,287	73.40%	-	7,175,285	9,791,197	2,615,912	73.28%
Technical Instruction	-	5,829,462	7,577,766	1,748,304	76.93%	-	5,208,221	7,017,593	1,809,372	74.22%
Academic Instruction	-	7,563,553	9,925,917	2,362,364	76.20%	-	6,887,603	8,990,048	2,102,445	76.61%
Student Services	-	3,861,794	5,335,706	1,473,912	72.38%	-	3,432,864	4,885,081	1,452,217	70.27%
Physical Plant	-	3,918,369	4,968,106	1,049,737	78.87%	-	2,681,638	4,716,787	2,035,149	56.85%
Unbudgeted Unrestricted (Fund 12)	1,262,692	-	-	-	0.00%	1,062,089	-	-	-	0.00%
Continuing Education	934,552	-	-	-	0.00%	562,638	-	-	-	0.00%
Auxiliary Enterprises	2,650,788	-	-	-	0.00%	2,361,136	-	-	-	0.00%
Local grants	-	-	-	-	0.00%	6,016	-	-	-	0.00%
TPEG (Fund 32)	264,350	-	-	-	0.00%	223,749	-	-	-	0.00%
Institutional Scholarships (Fund 33)	168,089	-	-	-	0.00%	157,173	-	-	-	0.00%
State Grants	1,790,286	-	-	-	0.00%	859,481	-	-	-	0.00%
Federal Grants	9,666,167	-	-	-	0.00%	6,641,770	-	-	-	0.00%
Donor Scholarships (Fund 30)	264,406	-	-	-	0.00%	286,433	-	-	-	0.00%
Unexpended Plant Fund	101,012	-	-	-	0.00%	1,040,395	-	-	-	0.00%
Depreciation	-	-	-	-	0.00%	-	-	-	-	0.00%
Debt Retirement	8,083	-	-	-	0.00%	23,893	-	-	-	0.00%
Gain on Sale of Property	-	-	-	-	0.00%	-	-	-	-	0.00%
Tax maintenance Note	448,875	-	-	-	0.00%	452,010	-	-	-	0.00%
Total operating expenses	17,559,300	38,545,138	50,722,499	12,177,361	75.99%	13,676,783	33,132,422	45,972,155	12,839,733	72.07%
Operating Gain/(Loss)	(2,219,252)	(30,597,371)	(43,439,441)	(11,512,652)		(1,533,579)	(25,856,132)	(38,915,806)	(12,619,792)	
<b>Nonoperating revenues</b>										
State appropriations*	-	8,243,995	10,684,942	(2,440,947)	77.16%	-	9,526,054	9,526,054	-	100.00%
State appropriations - FAST Funding	-	317,449	-	317,449	0.00%	-	285,835	-	285,835	0.00%
Property tax revenue - Current	1,470,231	30,139,141	32,254,499	(2,115,358)	93.44%	1,588,388	26,831,586	28,889,752	(2,058,166)	92.88%
Property tax revenue - Delinquent	8,292	4,091	-	4,091	0.00%	7,323	111,122	-	111,122	0.00%
Property tax revenue - Interest & Penalties	9,103	158,477	-	158,477	0.00%	10,225	134,541	-	134,541	0.00%
Investment income	10,626	883,226	500,000	383,226	176.65%	41,407	746,161	500,000	246,161	149.23%
Other non-operating revenues	130,863	11,498	-	11,498	0.00%	215,625	26,153	-	26,153	0.00%
Total nonoperating revenues	1,629,115	39,757,877	43,439,441	(3,681,564)	91.52%	1,862,968	37,661,452	38,915,806	(1,254,354)	96.78%
<b>Provided by the State</b>										
Revenue for Insurance and Retirement	-	2,197,706	-	2,197,706	0.00%	-	2,120,857	-	2,120,857	0.00%
State Insurance Match	-	(876,809)	-	(876,809)	0.00%	-	(890,771)	-	(890,771)	0.00%
State Retirement Match	-	(789,503)	-	(789,503)	0.00%	-	(712,654)	-	(712,654)	0.00%
State Retiree Insurance	-	(531,394)	-	(531,394)	0.00%	-	(517,432)	-	(517,432)	0.00%
<b>Increase/(decrease) in net assets</b>	<u>(590,137)</u>	<u>9,160,506</u>	<u>-</u>	<u>(15,194,216)</u>		<u>329,389</u>	<u>11,805,320</u>	<u>-</u>	<u>(13,874,146)</u>	
* State Approp portion generated by CE =	212,695					245,772				
Institutional Reserve	23,187,225					22,757,958				
Capital Reserve	3,630,977					-				



**Alvin Community College**  
**Consolidated Statements of Revenue and Expense**  
**June 30, 2025 and June 30, 2024**

	Year-To-Date					Prior Year-To-Date				
	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget	All Other Funds Actual	Amended M&O Actual	Amended M&O Budget	Remaining Budget	% of Budget
Revenues										
Operating revenues										
Total operating revenues	15,340,048	7,947,767	7,283,058	664,709	109.13%	12,143,204	7,276,290	7,056,349	219,941	103.12%
Nonoperating revenues										
Total nonoperating revenues	1,629,115	39,757,877	43,439,441	(3,681,564)	91.52%	1,862,968	37,661,452	38,915,806	(1,254,354)	96.78%
Less Expenses										
Operating expenses										
Total operating expenses	(17,559,300)	(38,545,138)	(50,722,499)	(12,177,361)	75.99%	(13,676,783)	(33,132,422)	(45,972,155)	(12,839,733)	72.07%
Increase/(decrease) in net assets	(590,137)	9,160,506	-	(15,194,216)		329,389	11,805,320	-	(13,874,146)	

* State Approp portion generated by CE =	212,695	245,772
Institutional Reserve	23,187,225	22,757,958
Capital Reserve	3,630,977	-

**Alvin Community College**  
**Continuing Education Statement of Revenue and Expense**  
**June 30, 2025**

	Year-To-Date					
	Actual Revenue	TPEG	Exemptions	Net Revenue	Actual Expense	Net Margin
Administration	212,695	940	(15,666)	197,969	356,639	(158,670)
Transcript Fees	135	-		135		135
Late Registration Fees	150	-		150		150
Dental Assistant	39,289	(2,357)		36,932	12,949	23,982
Emergency Medical Tech	50,300	(2,898)		47,402	18,944	28,458
Phlebotomy	75,038	(4,396)		70,642	21,831	48,811
CPR	6,700	-		6,700	700	6,000
Medication Aide	55,374	(3,322)		52,052	21,616	30,435
Patient Care	8,633	(518)		8,115	3,225	4,890
Certified Nursing Assistant	21,894	(1,314)		20,580	19,578	1,003
Biotech	77,750	(4,665)		73,085	37,018	36,067
Medical Office Billing	15,890	(953)		14,937	5,469	9,468
Truck Driving	188,818	(11,329)		177,489	191,372	(13,883)
LVN Bridge	8,890	(533)		8,357	3,920	4,437
Kids College	9,550	-		9,550	1,076	8,474
Correctional Officer	-	-		-	5,300	(5,300)
Occupational Health & Safety	1,100	-		1,100	813	287
Community Programs	2,159	-		2,159	1,880	280
Computer Aided Drafting (CAD)	306	(18)		288		288
Clinical Medical Assistant	28,720	(1,723)		26,997	25,087	1,910
Machinist Program	35,912	(2,155)		33,757	29,709	4,048
STRIVE	153,112	(8,072)		145,040	81,859	63,181
TWC TJL SDF Grant	124,346	(7,431)		116,915	95,017	21,898
CE Options Program	9,200	-		9,200		9,200
Crane Operations	2,850	-		2,850	550	2,300
Testing	-	-		-		-
	-	-		-		-
<b>Total</b>	<b>1,128,811</b>	<b>(50,746)</b>	<b>(15,666)</b>	<b>1,062,399</b>	<b>934,552</b>	<b>127,847</b>

\*2.58% of the state appropriation for FY24/25 is attributed to CE hours. This funding is used to offset administrative costs.

**Alvin Community College**  
**Auxiliary Profit/(Loss) Statement Year-To-Date Through June 30, 2025 and June 30, 2024**

	<b>Parking</b>	<b>Student Activities</b>	<b>Bookstore</b>	<b>Vending</b>	<b>Childcare</b>	<b>Fitness Center</b>	<b>Total</b>	<b>Prior Year-To-Date</b>
<b>Revenue</b>								
Sales & services			1,361,797	9,949	367,231	19,560	1,758,537	1,590,410
Student Fees	327,651	262,657					590,308	524,392
	327,651	262,657	1,361,797	9,949	367,231	19,560	2,348,845	2,114,802
<b>Expenses</b>								
Purchases & Returns			1,378,252				1,378,252	1,181,345
Salaries	97,127	132,997	190,482		267,967	47,601	736,174	627,634
Staff Benefits	24,304	23,669	48,228		82,572	1,416	180,189	161,113
Supplies & Other Operating Expenses	196,665	49,927	41,910	10,408	30,509	5,062	334,482	316,995
Equipment	480						480	52,536
Bank Charges			10,770		10,435	7	21,212	21,513
Scholarships							-	-
	318,576	206,592	1,669,643	10,408	391,483	54,087	2,650,788	2,361,136
<b>Excess revenue over expenses</b>	<b>9,075</b>	<b>56,065</b>	<b>(307,846)</b>	<b>(459)</b>	<b>(24,252)</b>	<b>(34,527)</b>	<b>(301,943)</b>	<b>(246,334)</b>
<b>Assets:</b>								
Cash & Petty Cash			2,513				2,513	2,513
Accounts Receivable			147,295				147,295	127,642
Interfund Receivables	(54,664)	338,909	615,541	6,098	(101,516)	(31,034)	773,334	539,105
Inventory			174,128				174,128	144,265
<b>Total Assets</b>	<b>(54,664)</b>	<b>338,909</b>	<b>939,477</b>	<b>6,098</b>	<b>(101,516)</b>	<b>(31,034)</b>	<b>1,097,269</b>	<b>813,523</b>
<b>Liabilities:</b>								
Accounts Payable/Gift Certificates	4,214	1,585	25,526		4,908	571	36,805	42,915
Deferred Revenue	67,648	52,890	257,622				378,160	93,108
<b>Total Liabilities</b>	<b>71,862</b>	<b>54,475</b>	<b>283,148</b>	<b>-</b>	<b>4,908</b>	<b>571</b>	<b>414,965</b>	<b>136,023</b>
Restricted Fund Balance (includes inventories)		-	174,128	-			174,128	144,265
Unrestricted Fund Balance	(126,527)	284,434	482,200	6,098	(106,424)	(31,605)	508,177	533,235
<b>Total Liabilities &amp; Fund Balance</b>	<b>(54,664)</b>	<b>338,909</b>	<b>939,477</b>	<b>6,098</b>	<b>(101,516)</b>	<b>(31,034)</b>	<b>1,097,269</b>	<b>813,523</b>

**Alvin Community College**  
**Auxiliary Profit/(Loss) Statement - Year-To Date Through June 30, 2024**

	<b>Parking</b>	<b>Student Activities</b>	<b>Bookstore</b>	<b>Vending</b>	<b>Childcare</b>	<b>Fitness Center</b>	<b>Total</b>
<b>Revenue</b>							
Sales & services			1,238,467	8,746	325,128	18,069	1,590,410
Student Fees	293,545	230,847					524,392
	293,545	230,847	1,238,467	8,746	325,128	18,069	2,114,802
<b>Expenses</b>							
Purchases & Returns			1,181,345				1,181,345
Salaries	51,278	87,080	199,730		239,140	50,407	627,634
Staff Benefits	15,022	14,751	48,191		80,745	2,404	161,113
Supplies & Other Operating Expenses	168,739	58,628	43,242	5,645	25,629	15,111	316,995
Equipment	52,536						52,536
Bank Charges			12,428		9,001	83	21,513
Scholarships							-
	287,575	160,459	1,484,936	5,645	354,515	68,006	2,361,136
<b>Excess revenue over expenses</b>	<b>(287,575)</b>	<b>70,388</b>	<b>(246,469)</b>	<b>3,101</b>	<b>(29,387)</b>	<b>(49,937)</b>	<b>(246,334)</b>
<b>Assets:</b>							
Cash & Petty Cash			2,513				2,513
Accounts Receivable			127,642				127,642
Interfund Receivables	(54,664)	338,909	401,990	5,988	(106,651)	(46,468)	539,105
Inventory			144,265				144,265
<b>Total Assets</b>	<b>(54,664)</b>	<b>338,909</b>	<b>676,409</b>	<b>5,988</b>	<b>(106,651)</b>	<b>(46,468)</b>	<b>813,523</b>
<b>Liabilities:</b>							
Accounts Payable/Gift Certificates	4,214	1,585	31,661		4,908	547	42,915
Deferred Revenue	52,188	40,920					93,108
<b>Total Liabilities</b>	<b>56,402</b>	<b>42,505</b>	<b>31,661</b>	<b>-</b>	<b>4,908</b>	<b>547</b>	<b>136,023</b>
Restricted Fund Balance (includes inventories)		-	144,265	-			144,265
Unrestricted Fund Balance	(111,067)	296,404	500,483	5,988	(111,559)	(47,015)	533,233
<b>Total Liabilities &amp; Fund Balance</b>	<b>(54,664)</b>	<b>338,909</b>	<b>676,409</b>	<b>5,988</b>	<b>(106,651)</b>	<b>(46,468)</b>	<b>813,523</b>

**TO:** Board of Regents  
**FROM:** Laurel Joseph  
**DATE:** July 16, 2025  
**SUBJECT:** Investment Transactions Report

**Investment Position:**

As of June 30, 2025, Alvin Community College had \$ 30,149,141 invested in 18 certificates of deposit purchased through First Liberty Bank-Alvin, one certificate of deposit purchased through Texas Advantage Bank, one certificate of deposit purchased through the CDARS program using Texas Advantage Bank and one purchased from Amoco Federal Credit Union.

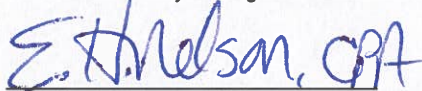
**Summary:**

Beginning market value	3/1/2025	\$ 25,249,141
a. Sale of CDs		(7,800,000)
b. Purchase of CDs		12,700,000
c. TexSTAR		261,994
Ending market value	5/31/2025	<u>\$ 30,411,135</u>
Fully accrued interest		\$ 196,340
Interest earned on Bond Note funds		\$ 2,833

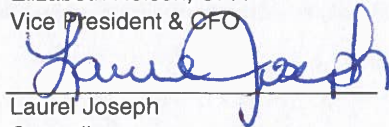
**Pooled Funds:**

\$ 30,411,135	currently invested was taken from the following major fund groups:
\$ 30,149,141	General Fund 11
\$ 261,994	2018 Maintenance Tax Note 66

I certify that the investments made during this reporting period are in compliance with Alvin Community College's Investment Policy and the Texas Government Code.



Elizabeth Nelson, CPA  
Vice President & CFO



Laurel Joseph  
Controller

Alvin Community College  
3110 Mustang Road  
Alvin, TX 77511  
(281) 756-3508  
[ljoseph@alvincollege.edu](mailto:ljoseph@alvincollege.edu)

**ALVIN COMMUNITY COLLEGE**

**Investment Schedule**

**March 1, 2025 - May 31, 2025**

Alvin Community College's investments for the quarter ended May 31, 2025 are as follows. All securities were purchased according to the investment policy approved by the Board of Regents at the August 15, 2024 board meeting.

CD No.	Purchase Date	Due Date	Interest Rate	Term	Days Held	Principal	Interest Earned	Accrued Interest	Total
<b>BEGINNING INVESTMENTS:</b>									
1026798627	02/16/23	02/12/26	3.000%	1092	90	250,000			250,000 b
520890	02/21/23	02/21/26	1.700%	1096	90	250,000			250,000 a
1861710-12	05/15/23	05/15/26	4.350%	1096	90	249,141			249,141 c
200000691	02/06/23	02/05/26	4.199%	1095	90	1,000,000			1,000,000
200000771	01/12/24	07/12/25	2.750%	547	90	1,000,000			1,000,000
200000775	01/26/24	01/26/27	3.000%	1096	90	1,000,000			1,000,000
200000781	01/30/24	07/14/26	3.000%	896	90	1,000,000			1,000,000
200000844	01/17/25	01/17/28	3.403%	1095	42	1,000,000			1,000,000
200000847	01/17/25	06/23/25	3.403%	157	42	1,900,000			1,900,000
200000848	01/17/25	07/01/25	3.403%	165	42	2,000,000			2,000,000
200000849	01/17/25	07/23/25	3.403%	187	42	1,900,000			1,900,000
200000850	01/17/25	08/04/25	3.403%	199	42	2,000,000			2,000,000
200000851	02/10/25	09/02/25	3.343%	204	18	2,000,000			2,000,000
200000852	02/10/25	08/25/25	3.343%	196	18	1,900,000			1,900,000
200000838	12/16/24	04/23/25	3.253%	128	74	1,900,000			1,900,000
200000841	01/09/25	05/05/25	3.450%	116	50	2,000,000			2,000,000
200000845	01/17/25	05/24/25	3.403%	127	42	1,900,000			1,900,000
200000846	01/17/25	06/02/25	3.403%	136	42	2,000,000			2,000,000
<b>Subtotal for CD Investments for Beginning of the Period</b>						\$ 25,249,141	\$ -	\$ -	\$ 25,249,141
<b>SALES:</b>									
200000838	12/16/24	04/23/25	3.253%	128	74	1,900,000			1,900,000
200000841	01/09/25	05/05/25	3.450%	116	50	2,000,000			2,000,000
200000845	01/17/25	05/24/25	3.403%	127	42	1,900,000			1,900,000
200000846	01/17/25	06/02/25	3.403%	136	42	2,000,000			2,000,000
<b>Total Sales</b>						7,800,000	-	-	7,800,000
<b>PURCHASES:</b>									
7000006570	05/15/25	09/12/25	3.103%	120	46	1,900,000.00			1,900,000
7000006580	05/15/25	09/12/25	3.103%	120	46	2,000,000.00			2,000,000
7000006590	05/15/25	09/12/25	3.103%	120	46	1,900,000.00			1,900,000
7000006600	05/15/25	09/12/25	3.103%	120	46	2,000,000.00			2,000,000
7000006610	05/15/25	11/11/25	3.103%	180	46	1,900,000.00			1,900,000
7000006620	05/15/25	11/11/25	3.103%	180	46	2,000,000.00			2,000,000
7000006630	05/15/25	05/15/26	3.103%	365	46	1,000,000.00			1,000,000
<b>Total Purchases</b>						12,700,000	-	-	12,700,000
<b>ENDING INVESTMENTS:</b>									
1026798627	02/16/23	02/12/26	3.000%	1092	92	250,000		1,890	251,890 b
520890	02/21/23	02/21/26	1.700%	1096	92	250,000		1,071	251,071 a
1861710-12	05/15/23	05/15/26	4.350%	1096	92	249,141		2,732	251,873 c
200000691	02/06/23	02/05/26	4.199%	1095	92	1,000,000		10,584	1,010,584
200000771	01/12/24	07/12/25	2.750%	547	92	1,000,000		6,932	1,006,932
200000775	01/26/24	01/26/27	3.000%	1096	92	1,000,000		7,562	1,007,562
200000781	01/30/24	07/14/26	3.000%	896	92	1,000,000		7,562	1,007,562
200000847	01/17/25	06/23/25	3.403%	157	92	1,900,000		16,297	1,916,297
200000848	01/17/25	07/01/25	3.403%	165	92	2,000,000		17,155	2,017,155
200000849	01/17/25	07/23/25	3.403%	187	92	1,900,000		16,297	1,916,297
200000850	01/17/25	08/04/25	3.403%	199	92	2,000,000		17,155	2,017,155
200000844	01/17/25	01/17/28	3.403%	1095	92	1,000,000		8,577	1,008,577
200000852	02/10/25	08/25/25	3.343%	196	92	1,900,000		16,010	1,916,010
200000851	02/10/25	09/02/25	3.343%	204	92	2,000,000		16,852	2,016,852
7000006570	05/15/25	09/12/25	3.103%	120	46	1,900,000.00		7,430	1,907,430
7000006580	05/15/25	09/12/25	3.103%	120	46	2,000,000.00		7,821	2,007,821
7000006590	05/15/25	09/12/25	3.103%	120	46	1,900,000.00		7,430	1,907,430
7000006600	05/15/25	09/12/25	3.103%	120	46	2,000,000.00		7,821	2,007,821
7000006610	05/15/25	11/11/25	3.103%	180	46	1,900,000.00		7,430	1,907,430
7000006620	05/15/25	11/11/25	3.103%	180	46	2,000,000.00		7,821	2,007,821
7000006630	05/15/25	05/15/26	3.103%	365	46	1,000,000.00		3,911	1,003,911
<b>Total for End of Period for CD Investments</b>						\$ 30,149,141	\$ -	\$ 196,340	\$ 30,345,481
<b>INVESTMENT POOL</b>									
<b>TexSTAR</b>						\$ 259,162	\$ 2,833	\$ -	\$ 261,994

a Texas Advantage Bank

b Texas Advantage CDARS (First National Bank of Michigan and Mutual of Omaha Bank)

c Amoco Federal Credit Union

20. **Adjournment**